

Inventory Specialist

Are you looking for an opportunity to work with like-minded individuals to maintain inventory accuracy? Do you appreciate when there is a place for everything and everything is in its place? Zaber Technologies (www.zaber.com) is looking for an Inventory Specialist to maintain existing inventory processes, all the while looking for ways to improve them.

Zaber is an established and steadily growing employee-owned company that designs, manufactures, and sells precision motion control equipment. As a member of the Inventory team, you will contribute to company growth by ensuring that inventory is kept in order. You will be in regular contact with a diverse range of colleagues including members of Production, the Machine Shop, R&D, Sales, and more.

We're looking for someone who is excited about improving their skills and using them to make Zaber's processes better.

Responsibilities

- Maintain and improve Zaber's standards of organization
- Coordinate and execute cycle counting
- Enter and maintain accurate inventory data in our enterprise resource planning (ERP) system
- Identify and implement improvements to our physical and virtual inventory systems
- Assist inventory colleagues as needed (Receiving, IQC, etc.)

Qualifications

We're looking for someone who has:

- Inventory experience – organizing, maintaining, and verifying accuracy
- A desire to find the best organizational system and improve processes
- An understanding of Bills of Materials (BOMs) and stock moves analysis
- An interest in learning new things and seeing tasks to completion
- Experience working with an ERP system
- A customer service mindset – your colleagues are your customers

In addition, please let us know if you have experience in any of the following areas:

- Inventory best practices
- Working in a high tech or electronics manufacturing environment

At Zaber, we strive to create an open, friendly, and high-achieving work environment. We hire people who ask why and go out of their way to broaden their knowledge base. This is an opportunity to exercise your talents and creativity by improving and maintaining our receiving and inventory processes.

Find out directly from our employees what it's like to work at Zaber by visiting our Glassdoor profile: <http://tinyurl.com/zaber-at-glassdoor>

How to Apply

1. Email a cover letter and resume to careers@zaber.com. This posting will be open until filled. You will hear back from us within two weeks.
2. As the subject of your email, use "Application for inventory position from [your name]".
3. In your email, indicate how you heard about this posting.
4. In your cover letter include an example of an improvement you made to an inventory system.

We are interested in direct applications only. No recruiters please.